



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

Memorandum

Date . FEB 01 1988

From Chairman, Interagency Coordinating Group

Subject Advisory Memorandum #1

To Tier I and Tier II Agency Liaisons for a Drug-Free Federal Workplace

To assist you in implementing your agency's Drug-Free Workplace Plan, the Interagency Coordinating Group (ICG) plans to provide you periodically with Advisory Memoranda on pertinent issues. We will begin addressing these memoranda to Tier III agencies as well as soon as we send them instructions on development of their Drug-Free Workplace Plans.

1. Certification of Laboratories

a. National Laboratory Certification Program NIDA awarded a contract to Research Triangle Institute of North Carolina in September to develop the Department of Health and Human Services (DHHS) National Laboratory Certification Program. Each laboratory passing an initial screen must then pass three rounds of proficiency tests prior to being inspected. Laboratories passing inspection are then certified to compete for Federal contracts. We will give you a list of certified laboratories as soon as it is available. The first list is projected for May and it will be updated periodically.

b. Other DHHS Certification It has come to our attention that several laboratories have approached agencies indicating they are already certified by the DHHS under the Clinical Laboratory Improvement Act (CLIA) or Medicare. Neither CLIA nor Medicare certification satisfies the requirements for Federal employee urine drug testing, but are general laboratory certifications granted under other standards.

c. Access to DOD Laboratories In order to meet your needs prior to DHHS certification of laboratories, the Department of Defense has agreed to provide laboratory analysis services in the interim. Please contact Commander Walter Vogl in the Office of the Assistant Secretary of Defense for Health Affairs, 202-695-7116, for information on procedures to be followed in using those services.

2. Consortium Services As you know, the DHHS requested data from you regarding the extent of your agency's interest in purchasing certain services (including urine collection, the services of Medical Review Officers (MROs), and Employee Assistance Program (EAP) services) from a Federally sponsored consortium. At that time, we intended to provide those services through the health clinics operated by DHHS. We are still pursuing this avenue; however, we cannot assure that it will materialize.

CONFIDENTIAL

15

Med f

Advisory Memorandum #1 - page 2

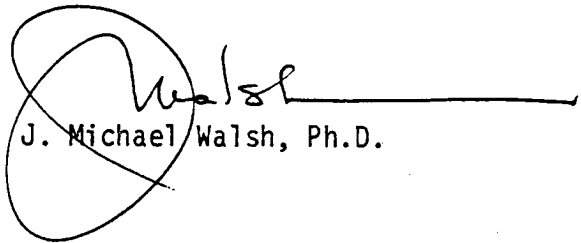
Of the services necessary to implement Executive Order No. 12564 and Section 503 of P.L. 100-71, agencies have indicated that their most urgent need is for urine specimen collection services. Consequently, DHHS intends to issue a Request for Proposals to develop and manage a system for providing such service at various sites in the United States. We expect to contact you soon with details including a description of services available and the management and fiscal requirements for each agency that chooses to participate. Subsequently, we will need within ten days agency estimates of the number of employees to be tested at each site so that we can be in a position to negotiate a good price. Please be alert to the arrival of this notice.

As far as EAP and MRO services are concerned, each agency should now be prepared to assume direct responsibility for providing or purchasing them in the event that they are not available through the DHHS clinics. Nevertheless, we anticipate a meeting of Tier I and Tier II Liaisons soon to discuss implementation strategies, sharing of contracts, and networking agency resources. Also, the National Institute on Drug Abuse is developing an operations manual for MROs in order to provide specific guidance to agencies. As soon as the manual is available, we will send it to you.

3. Availability of Materials from Clearinghouse The National Clearinghouse for Alcohol and Drug Abuse Information (NCADI) has publications on various drug abuse topics, some specific to the workplace. Attached is a list of those that may be especially useful to you. Single copies are available free on request (call 301-468-2600); multiple copies may be purchased from the Government Printing Office (call 202-783-3238). One of those publications, entitled "Strategic Planning for Workplace Drug Abuse Programs" (ADM-87-1538), provides comprehensive guidance.

4. Scientific and Technical Guidelines The final Mandatory Guidelines for Federal Drug Testing Programs are being reviewed within the DHHS. We will notify you as soon as they are approved for publication in the Federal Register.

Requests for additional information should be channeled through Agency Liaisons to Ms. Jeanne Trumble, Office of Workplace Initiatives, 5600 Fishers Lane, Room 10A-53, Rockville, Maryland 20857 (telephone: 301-443-0802).



J. Michael Walsh, Ph.D.

Attachment



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

Alcohol, Drug Abuse and
Mental Health Administration
Rockville MD 20857

DRUG-FREE WORKPLACE PROGRAMS
Selected Publications

Available from the Government Printing Office (telephone: 202-783-3238) and from the National Clearinghouse for Alcohol and Drug Abuse Information (telephone: 301-468-2600)

1. Interdisciplinary Approaches to Drug Abuse in the Workplace - Consensus Summary, DHHS Publication No. (ADM) 87-1477. 1986, reprinted 1987.
2. Urine Testing for Drugs of Abuse, National Institute on Drug Abuse Research Monograph Series 73, DHHS Publication No. (ADM) 87-1481. 1986, reprinted 1987.
3. Strategic Planning for Workplace Drug Abuse Programs, Thomas E. Backer, DHHS Publication No. (ADM) 87-1538. 1987.

Available from the National Clearinghouse for Alcohol and Drug Abuse Information (NCADI) (telephone: 301-468-2600). For information on availability of additional publications, write National Clearinghouse for Alcohol and Drug Information, P.O. Box 2345, Rockville, Maryland 20852.

1. Drug Information Flyers, a six-drug flyer information packet providing brief overviews on the physiological effects of some of the most widely abused drugs. 1983.
2. "Employee Assistance Programs", NCADI Resources. May 1987.
3. "Facts About AIDS and Drug Abuse", NIDA and The American Red Cross. 1986.
4. "Facts About Drugs in the Workplace", NIDA Capsules. Revised November 1987.
5. "NIDA's (National Institute on Drug Abuse) Workplace Helpline", NIDA Capsules. Revised November 1987.
6. "The Occupational Arena", reprinted from Alcohol Health & Research World, U.S. Department of Health and Human Services, compilation of various issues published 1985-87.

All material on this list is in the public domain and may be reproduced or copied without permission. Citation of the source is appreciated.

Office of Workplace Initiatives
National Institute on Drug Abuse
February 1, 1988

